



PROCEDURES FOR STRUCTURAL STEEL FABRICATORS (ST-1)

In accordance with section 1704.2.2 of the 2003 International Building Code, the Building Official shall approve the steel fabricator. The City of Las Vegas considers fabricators approved by ICC, City of Los Angeles, or certified by the AISC Quality Certification Program as “**approved fabricators.**” Copies of these certifications (unexpired) shall be submitted to the Structural Plans Examiner prior to permit issuance.

Fabricators not having the above certifications may apply for approval and listing with the City of Las Vegas. **Applicants are required, as a minimum, to have qualified personnel, production facilities/equipment, and proven track record of experience in structural steel fabrication.**

Submit the following documents for review:

1. Copy of contractual agreement with an ICC or CLV approved quality assurance agency to perform unannounced plant inspections (minimum of quarterly inspections).
2. Copy of **current audit report** from the quality assurance agency covering the quality system and fabrication processes of the plant. Report to be stamped and signed by agency's principal engineer.
3. Fabricator's quality control manual detailing the following:
 - a. Personnel qualifications
 - b. General fabrication plant operations, including engineering & drafting.
 - c. Welding procedures
 - d. Quality control procedures utilized by the quality control agency.
 - e. Submit copies of AWS, CWI and any other related certifications
4. List and description of structural steel fabrication projects completed or in progress.

Review fee is \$300.00 per company (initial listing) and \$250.00 (renewal). Payment of fee does not guarantee approval. This fee shall be submitted **at the time of application**. Make check payable to “City of Las Vegas”. Application shall be filed at **Building Department, City of Las Vegas, 731 S. 4th Street, Las Vegas, NV 89101.**

At the discretion of the Building Official, the applicant may be required to go through the Appeals process with the Building Official, or approval may be granted for a specific project only.

If there is no change in the quality assurance manual and personnel at the time of renewal, the steel fabricator may submit a letter stating this and include the **current third party inspection report**. If there is any change in personnel, the steel fabricator shall submit personnel names and qualifications. **It is the fabricator's responsibility to apply for renewal. The City of Las Vegas does not send notification for renewal. Expiration dates are shown on the certificate of approval.**

At the discretion of the Building Official, continuous special inspection may be required during fabrication of certain materials and procedures covered in 2003 International Building Code Chapter 17. The special inspection shall be performed by an ICC or CLV approved agency.

Fabricators that are certified by ICC, AISC or City of Los Angeles and would like to be in the City of Las Vegas list will be issued an Approved Steel Fabricator certificate. Fee is \$100.00.